

Governor’s Commission on Supplier Diversity
 Columbus City Hall – 123 Washington St., Columbus, IN 47201
 WebEx Dial-In Number: 1-240-454-0887
Monday, June 13, 2022, | 1:00 p.m. – 3:00 p.m.

Meeting Minutes

I. Call to Order

Chairman Wilson called the meeting to order Monday, June 13, 2022, at 1:00 p.m. EST.

II. Roll Call

Graham Melendez, Director of Business Development and Outreach, took roll call.

Those members present were:

Note - Commissioner Dr. Rebecca Holwerda, Commissioner Joanna King, and Commissioner Remo Mezzetta attended via teleconference and WebEx.

Gregory L. Wilson – Chairman	Dr. Rebecca Holwerda Indiana Department of Administration – Commissioner	Maia Siphshvili Division of Supplier Diversity – Deputy Commissioner	John Bartlett State Representative
Ellen Dunnigan Central Representative	Christine Jeffers Indiana Small Business Development Center	Joanna King Indiana General Assembly	Rebecca Kubacki Northern Representative
Remo Mezzetta Central Representative	Frances Vega-Steele Northern Representative		

Establish quorum

Having 7 voting members, a quorum was established for the meeting.

III. Adoption of Past Minutes

Chairman Wilson entertained a motion to adopt the minutes from the December 13, 2021, Q4 Meeting and the February 24, 2022, Q1 Meeting.

The motion was unanimously passed, and the Governor’s Commission on Supplier Diversity Meeting Minutes were adopted.

IV. Adoption of the Report of the Governor’s Commission on Supplier Diversity

Chairman Wilson entertained a motion to adopt the February 2022 Report of the Governor’s Commission on Supplier Diversity.

The motion was unanimously passed, and the February 2022 Report of the Governor’s Commission on Supplier Diversity was adopted.

V. Welcome Remarks and Chairman's Update

Chairman Wilson gave remarks about Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity, and members of the Governor's Commission on Supplier Diversity gave their remarks as well. The Chairman offered Maia Siprashvili his gratitude for her service to the Division and gave her a plaque on behalf of the Governor.

VI. MBE/WBE/IVOSB Vendor Presentations

Two selected vendors pitched their businesses and gave brief presentations to the Governor's Commission on Supplier Diversity that met the following criteria:

1. They needed to be certified with the IDOA as an MBE, WBE, or IVOSB.
2. They needed to not have had any contracts with either the State of Indiana or the SEIs.
3. They would have to be willing to participate on State of SEI contracts.
4. They would have to be willing to travel to Columbus, IN for an in-person presentation

VII. State Educational Institution (SEI) Reports

Each SEI gave a brief overview of their overall goals and utilization percentages for the **quarter**.

The SEIs that presented their reports were:

- Ball State University: MBE: 2.08%, WBE: 3.90%, IVOSB: 0.26%
- Indiana State University: MBE: 2.11%, WBE: 5.18%, IVOSB: 0.00%
- Indiana University: MBE: 2.55%, WBE: 9.99%, IVOSB: 2.75%
- Ivy Tech Community College: MBE: 7.43%, WBE: 4.73%, IVOSB: 0.77%
- Purdue University: MBE: 63.73%, WBE: 5.71%, IVOSB: 24.57%
- University of Southern Indiana: MBE: 8.23%, WBE: 25.34%, IVOSB: 1.21%
- Vincennes University: MBE: 4.46%, WBE: 16.52%, IVOSB: 6.17%

VIII. INDOT DBE Program Update

Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity presented the Indiana Department of Transportation Report on behalf of Elizabeth Kiefner Crawford, Director of Equity Initiative Services.

- DBE Certification Updates 2022
 - There were 889 certified DBEs.
- 2022 Data (through 5/23/22)
 - Currently there has been 48 new applications received.
 - There were 377 applications processed.
 - The Average Processing Time ("APT") = 19.48 Days.
- Workforce Education Services Updates
 - INDOT's investment in heavy highway curriculum in high schools continues to grow. "Train the Trainer" for Civil Construction Pathways took place from June 6-10, 2022, with high schools throughout the state participating.
 - BY Roads (INDOT's partnership with the Indiana Construction Roundtable Foundation) second cohort graduated six minorities and women in its program.
 - This program provides skills to women, minorities and disadvantaged persons in the heavy highway construction industry that will make them candidates for full time jobs with good wages.
 - Successful program candidates will obtain credentials in OSHA-10, NCCER Core, ATSSA Flagging and a skid steer certification.
 - A third cohort will take place in late Summer 2022. Registration details can be found here: [BY ROADS - Indiana Construction Roundtable Foundation \(arlo.co\)](http://BYROADS-IndianaConstructionRoundtableFoundation.arlo.co)
- Equity Initiatives Resource Development

- Events participated in this quarter by EIRD division staff include, but are not limited to:
 - City of Indianapolis certification webinar
 - Indianapolis Airport Authority rental car event
 - Indiana Toll Road Diverse Business Trade Show
 - Planning towards Indiana Black Expo
 - IDOA webinar

IX. Deputy Commissioner's Report

Maia Siphshvili, Deputy Commissioner of the Division of Supplier Diversity gave a general overview of 1st quarter 2022. The report included:

- Overview of the creation of the Division, MBE/WBE/IVOSB participation goals and the three (3) main functions of the Division: certification, contract compliance and business outreach.
- Overview of the Division's organizational chart and MBE/WBE/IVOSB participation goals.
- Certification review which highlighted the electronic certification process.
- New participation goals for the State of Indiana went into effect on July 1, 2021.
- Certification Updates
 - Average days to certify MBEs/WBEs and IVOSBs still below regulatory requirement but will possibly be increased due to staffing issues
 - Reverting to paper application temporarily
 - Working with IOT on e-certification solution
- Compliance Updates
 - Auditing high value contracts.
 - Reviewing subcontractor change requests.
 - Receiving payments through temporary payment submission forms and entering them manually into Pay Audit System
- Business Outreach Updates
 - 2022 Business Outreach Strategy – ***From Vision to Action.***
 - Bi-weekly webinars for public Monthly certification webinars.
 - Monthly certification webinars

X. Certification Update

Maia Siphshvili, Deputy Commissioner of the Division of Supplier Diversity gave a general overview of certification data for the 2nd quarter of 2022 on behalf of Kesha Rich, Director of Certification:

- New incoming MBE/WBE applications 115, recertification applications 52, preliminary denials issued 6, applications denied 3, and average application processing time 33 days.
- Provided numbers IVOSB. 2022 2nd quarter new incoming IVOSB applications 23, recertification applications 27, preliminary denials issued 1, and average processing time 1 day.
- Reported the data for total certified firms for the 2nd quarter: total MBE/WBE/IVOSB 2,362, MBE 834, WBE 1,266 and IVOSB 262.

XI. Contract Compliance Update

Maia Siphshvili Deputy Commissioner of the Division of Supplier Diversity, gave a contract compliance overview of the 2nd quarter 2022 on behalf of Heather Ahnafield, Director of Contract Compliance:

- INDOT Good Faith Effort Reviews – 17 were processed, 16 were granted.
- There were 3 payment/utilization issues, 10 subcontractor replacements on statewide contracts, and 15 RFPs tracked.
- 20 pre-proposal and pre-bid meetings attended.
- MBE/WBE subcontractor participation in dollars:
Committed - MBE \$4,971,722,466.99; WBE \$4,417,003,914.28; IVOSB \$1,535,966,588.84.
- MBE/WBE subcontractor participation in percentage:

Committed – MBE 6.22%, WBE 5.52%. IVOSB 1.92%.

XII. Business Development and Outreach Update

Graham Melendez, Director of Business Development and Outreach, provided the dates for the past and future business outreach webinars.

- Certification Webinars
 - April 21
 - June 22
 - August 17
- Preparation Meeting Opportunity Webinars
 - March 10
 - April 14
 - May 5
- Reviewed the Division’s outreach activities that detailed 22 outreach events including DSD’s 2022 Business Conference Virtual Series Webinars, Telemundo Indy’s “De Todo Un Poco” Talk Show, The Association of Procurement Technical Assistance Centers (APTAC) National Conference, NAWBO Trailblazers Luncheon, ILE Business & Networking Committee, 2022 Pepper Construction Diversity Outreach Event, OMWBD’s “XBE to DBE Certification” Workshop, BSU Diversity Vendor Chats, and Indy Chamber’s “Business Equity for Indy Procurement Round Table” and “Conexión: 5 for 500” at the IMS.

XIII. Deputy Commissioner of Procurement’s Report

Maia Siprashvili, Deputy Commissioner of the Division of Supplier Diversity, gave the Procurement Division’s report on behalf of Erin Kellam, Deputy Commissioner of Procurement on prime vendor spend:

- Reviewed the total 2022 Q1 certified prime spend data and payments made to prime contractors. MBE \$16,912,864.00 – 4.69%; WBE\$60,404,848.37 – 16.74%; IVOSB \$9,597,487.95 – 2.66%.
- Total state spend \$360,809,644.09

XIV. Public Comments

Chairman Wilson asked for public comments from the floor.

Public Commentators:

- Tanya Hoover
- Debra Peters-Smith
- Kim Norton

No Further Public Commentators

XV. Adjourn

Chairman Wilson adjourned the meeting Monday, June 13, 2022, at 3:00 p.m. EST.